



Maple Valley City Update

September 8, 2014

From the Desk of David Johnston

Events & Activities

Sep 1	• Labor Day City Offices Closed
Sep 2	• Town Hall Meeting
Sep 3	• Economic Development Committee • Audit Committee
Sep 8	• City Council Meeting
Sep 16	• Public Safety Oversight Committee
Sep 17	• Audit Committee • Planning Commission
Sep 22	• City Council Meeting
Sep 27	• Emergency Preparedness Fair • Mayor's Day of Concern for the Hungry Event

Last month's earthquake in California is a good reminder that we need to be prepared for an earthquake in Washington state. Our goal is always to continue providing as many City services as possible in an emergency, while also ensuring the safety of our employees.

Please follow these general tips on earthquake preparedness both at home and at work:

Before an earthquake

- o Predetermine safe places in your home where you could DROP, COVER, and HOLD, during an earthquake. This could include under a sturdy desk or table.
- o At work, make sure under your desk is free of clutter, so if an earthquake happens, you have room to DROP, COVER, and HOLD.
- o Make sure all your bookshelves, dressers, and other tall pieces of furniture are attached to a wall stud.
- o NEVER store heavy items on top of bookshelves or storage shelves. Store the heaviest items on the bottom.
- o Know how your family will communicate and where you will meet if separated.
- o Build an emergency kit with basic supplies and don't forget supplies for your pets. Find checklists and tips at makeitthrough.org.
- o Make sure your furnace and water heater are attached to the wall.

During an earthquake

- o Keep calm. Do not run or panic.
- o DROP low, COVER your head and HOLD. Remain where you are. If indoors, take shelter under your desk, table, doorway or stairwell. Stay away from windows, outside doors or other potential trouble spots.
- o Wait until the shaking stops, if your building is safe to stay in - STAY. If you have to exit, always take the stairs.
- o If outdoors, do not attempt to enter any buildings until authorities say they are safe. Stay away from overhead electric wires, power poles or other potential hazards.
- o If you are in a vehicle, slow down and drive to a clear space away from overpasses, power lines, buildings, and trees. Stay in your vehicle.
- o If you are trapped in an elevator, keep calm and do not panic. Emergency help has likely been notified. The structure of the elevator will be checked before the elevator is turned back on.
- o Listen to your weather radio or keep a local TV/radio station on for information and emergency instructions.

After an earthquake

- o Authorities will provide instructions and status as soon as possible. When deemed safe, an "all clear" will be given.
- o Use extreme caution entering buildings or work areas.
- o Be prepared for aftershocks. Usually these are weaker than the main quake, but they may cause great damage because of structures, poles or trees weakened by the main quake.
- o Do not use open flame or sparking devices until advised that there are no gas leaks.
- o Stay away from fallen or damaged electrical wires.
- o **Avoid making phone calls**, except to report a 9-1-1 emergency. To contact family, try text messaging first.
- o Do not use elevators during or immediately after an earthquake.

2014 Goals & Objectives

ECONOMIC DEVELOPMENT

- Restart Legacy Site planning process as part of the Comprehensive Plan update.
- Support the Tahoma School District's efforts to prepare its students for today's workforce and its investigation into the viability of locating a new high school on the King County-owned Summit Place Property.
- As a Council Priority, continue to work with the Economic Development Committee to develop an environment that will attract commercial investment to the City that will, in turn, lead to creating living wage jobs within Maple Valley. Work to maintain long-term fiscal stability through efforts to diversify the City's tax base.

PARKS & RECREATION

- Facilitate process to develop recreation facilities with appropriate partners to meet the recreation demands from Maple Valley families.
- Support the efforts to make needed improvements to Lake Wilderness Park and Lodge in light of the increased use of the park by Maple Valley residents.
- Support the community events that use the Lake Wilderness Park facilities throughout the year.

PUBLIC SAFETY

- Continue to work with the King County Sheriff's Office in providing good police services to City citizens through the existing contract.
- Participate in localized emergency preparedness drills utilizing the City's newly updated Emergency Preparedness Plan and the new Emergency Operations Center.
- Work with the City Police Department and neighboring City Councils to increase community awareness of the issues pertaining to domestic violence.
- Assess options for municipal court and jail for 2015.

PUBLIC WORKS

- Actively participate in local and regional transportation organizations, including Southeast Area Transportation Solutions Coalition (SEATS), South County Area Transportation Board (SCATBd), King County Transit Committee, and the Puget Sound Regional Council.
- Support Public Works efforts to obtain grant funding for Transportation Improvement Projects.
- Continue to support grant funding for solid waste recycling collection programs.

QUALITY CITY SERVICES

- Review Public Works Department recommendations regarding solid waste franchise agreements for services with the City limits.
 - Continue to support efforts of Black Diamond, Covington, and Maple Valley in identifying opportunities where the three communities can work together/share resources to maximize efficiencies and better use public funds.
 - Continue strong participation in the Sound Cities Association and associated committees.
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DEPARTMENT UPDATE

Finance staff completed interviews for the vacant Accountant position. Reference checks were completed and an offer made. The candidate accepted and will start on Monday, September 15th. A formal announcement and introduction to Council will take place very soon.

Finance staff participated in a webinar conducted by the Government Finance Officers Association on the topic of Internal Controls. Recent changes to professional standards related to internal controls were discussed. One of the major changes was the addition of internal control standards for information technology. Rather than IT being a control risk inherent throughout internal controls, IT was added as a separate area of expectations and analysis that must be reviewed by auditors in the conduct of their audits. Opinions about the effectiveness of an auditee's internal controls now require a specific analysis of an auditee's internal controls related to IT. This change was made in recognition of the reliance upon, and associated inherent risks of, information technology within state and local government.

The Finance Director participated in a board meeting for the Puget Sound Finance Officers Association. The board candidates for 2015 were discussed and the current President of the organization asked Shawn Hunstock to be President next year. Election of board members will occur at the November PSFOA meeting.

Finance continued work on the City Manager's Proposed 2015 budget as well as the 2015-2020 Capital Improvement Plan. Both documents will be given to Council in October. The Parks, Recreation, Cultural and Human Service Plan adopted by Council on February 24, 2014 is being incorporated into the 2015-2020 CIP. Other changes include changes to the timing of different projects based on input received from Council when the Transportation Improvement Plan was adopted on July 28, 2014.

Finance staff discussed with staff from Bainbridge Island the priority-based budgeting process they are using. Bainbridge Island is utilizing the services of the Center for Performance Based Budgeting (CPBB). CPBB is a strategic partner with ICMA. They provide the tools and framework for developing a priority based budget. The City Manager and Finance Director will present Council with more information in the near future about this new form of budgeting for possible use with the 2016 budget.

IT UPDATE

The IT Department continues to work on daily helpdesk tickets and other issues that routinely come up. The department is assisting in ramping down the beach and the additional Parks Department IT assets that support the temporary summer staff.

The work being done by the GIS volunteer continues to go well. The GIS analyst priorities have shifted to working on maps and data associated to the Comprehensive Plan, while balancing continued work on the creation of the new layers for integrating into the new GIS module of Trakit

(Community Development Permitting/Project Software).

The IT Department has begun creating all the new virtual servers to begin our transition of our 20+ servers from Windows Server 2008 R2, to Windows Server 2012 R2 and upgrading our Exchange and SQL database systems.

The department is ramping up to finalize many projects for 2014 and making assessments for projects for 2015 and their possible financial impacts to the budget.

STATUS OF PARKS & RECREATION CAPITAL PROJECTS

Ravensdale Park Phase 2 - P11

Construction is ongoing. Light poles have been installed. Synthetic turf expected to be installed starting week of September 22nd, with expected ribbon cutting in November 2014.

Lake Wilderness Golf Course Improvements – G 3 & G5

Staff is working with Premier Golf to identify timing and scope of club house repairs in 2014.

Lake Wilderness Lodge Upgrades – P5

Staff has received bids for exterior repairs for paint and stucco. Preliminary kitchen design currently undergoing staff review. Work is expected to take place 4th quarter of 2014 after the wedding season.

Lake Wilderness Park Dock Replacement – P6

Bid documents are being developed, project expected to go to bid in September. Draft aquatic lease received from DNR. Construction is expected in 4th quarter 2014.

Lake Wilderness Park Parking Expansion – P6

Bid documents are being developed. Project expected to go to bid in December. Construction is expected in 2nd quarter 2015.

Parks, Recreation, Cultural, and Human Services Plan Update – P10

Draft Parks & Recreation Element on docket for Planning Commission review in September for inclusion in draft City Comprehensive Plan.

LAKE WILDERNESS PARK HISTORICAL SIGNS

A ribbon cutting to dedicate six (6) historical signs that depict the rich history of Maple Valley and Lake Wilderness Park took place on August 21st at the Music in the Park event. The signage project was the vision of the Lake Wilderness Citizen Advisory Committee, a Council appointed all-volunteer committee established to work with the City on issues involving Lake Wilderness.

The committee envisioned signs that shared the historical and cultural character of Lake Wilderness Park over the past 130 years and promoted preservation of that legacy as well as preservation of the Park's natural environment.

There are six beautiful signs that stretch from the main entrance of the Lodge, along the lake out to the point on the peninsula. Each sign depicts a different but unique and important part of the history of this area. This multi-year project would not have been possible without the involvement of many people and organizations:

King County Cultural Services "4Culture"

*The Lake Wilderness Citizen Advisory Committee
Maple Valley Historical Society (Dan Nicolas and Dick Peacock)*

*The Gaffney family (Janet and Gerry Bertagni)
Black Diamond Historical Society (Bill Kombol and Dave and Sue Watson)*

*The Lake Wilderness Arboretum Foundation
The Lake Wilderness Preservation Association
Illustrator Sandra Noel, of Noel Design LLC*

City of Maple Valley (project staff Diana Pistol and Greg Brown)



City Clerk

DEPARTMENT UPDATE

- The office of the City Clerk began processing passports again on August 26th and processed eight applications during the first week.
- Staff have supported two Council meetings and two Planning Commission meetings and the Town Hall/Ice Cream Social.
- Carol Blevens is attending educational courses with the Washington State Archivist for Records Management training.
- 150 website updates have been made and 22 King County pet licenses were processed during August.
- The records project with the State Archives is wrapping up and was quite successful. Final details will be provided when completed.

COMMUNITY DEVELOPMENT UPDATE

Staff has initiated work on the Comprehensive Plan Update and estimates the completion date in early 2015. The results of the April 23rd Town Hall Meeting/Ice Cream Social questionnaire were presented to the Planning Commission and City Council. Staff continues internal work on the update and expects to present first drafts of the plan to the Planning Commission in August/September.

On June 18th, the Planning Commission recommended approval of the proposed comprehensive plan amendment to allow the development of the new Tahoma High School on the King County Summit Place property. The 60 day state review period has expired. The proposed comprehensive plan amendment will be presented to Council on September 8, 2014.

Staff has been working with the school district regarding proposed amendments to the zoning code to facilitate construction of the new high school. The first introduction of the amendments was reviewed by the Planning Commission on July 2nd. A public hearing was held on August 6th; the Commission will continue discussion and conclude

the item with a recommendation to Council on their August 20th meeting.

The requested amendments to the sign code addressing civic and community events have been reviewed by staff and legal counsel and incorporated into the creation of a Special Use Permit. The first draft was given to the Planning Commission on August 6, 2014. This is under review for potential conflicts with existing code and will be on hold until the review is completed. It is expected to be moving forward again in the upcoming months.

To allow for the acceptance of civil engineering plans for review, staff has been working with the Planning Commission on a Site Development Permit. Civil engineering plans have historically been taken in as a modified "Grade and Fill" permit but recent review of this practice has found that this is not a proper use of the permit. The Site Development Permit has gone through the Planning Commission and a public hearing was held with no comments. Both the SEPA and CTED reviews are complete. This item will and be presented to the Council on September 8, 2014.

Community Development

STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS

SR169 Projects (T7 and T31a)

Payment of the 5% retainage is pending official notification by the Washington State Department of Revenue.

SR169 & SE 271st Street Intersection Improvement – T37

Notice of “substantial completion” was issued to the contractor on July 2, 2014. The Notice of Physical Completion will be issued to the contractor following the completion of the final “punch list” items, which are in progress.

Witte Road Phase 3 Design Phase – T28a

Coordination is ongoing with PSE, Comcast, and Century Link for utility conversion. The final right of way plan, legal descriptions and exhibits have been completed. The contract was executed with Abeyta and Associates for appraisal and acquisition services. The appraisals and ROW acquisition has been completed. Abeyta has made contact with the property owners regarding easements for sidewalk and utilities, which are in the process of being executed. Staff submitted the grant application to the State Transportation Improvement Board (TIB) on August 12, 2014.

216th Avenue SE – T38

The City Council approved the design engineering contract with Parametrix, Inc. on August 4, 2014. The contract has been executed and staff held a kick-off meeting with the consultant on August 22, 2014.

Miscellaneous Drainage Improvement Project (S-12)

The City Council awarded the construction contract to Welwest Construction, Inc. on June 23, 2014. Contract documents have been finalized and the pre-construction conference was held on July 17, 2014. Construction is underway and began on July 30, 2014 and will be completed by no later than September 30, 2014.

Recology CleanScapes

Recology CleanScapes rolled out collection services on Labor Day, Monday September 1st. Customers whose service day was on Labor Day received automated calls on Thursday, August 28th to remind them that collection is scheduled on Labor Day on Monday. Any customer whose service day changed received an automated call the last week in August reminding them of their day change. All customers then received an automated call the evening before their collection day reminding them to set carts out by 7 am.

Solid Waste Grant Programs

The fall Residential Recycling Collection and Bin Sale event is scheduled on Saturday, November 1st. The paper shredding pilot project first offered at the 2013 fall event was so popular it will continue to be offered at the residential recycling events.

Lakes Programs

The Lake Wilderness swimming beach was closed August 8th when water sampling results indicated fecal coliform levels were elevated above the State’s recreational threshold. The suspected cause is waterfowl. The swimming beach re-opened August 12th and remained open throughout the remainder of the month based on normal on-going sampling results.

Staff attended the Lake Wilderness Park Interpretive Signage ribbon cutting ceremony on August 21st at Family Night.

Staff and King County co-hosted a successful Aquatic Plant Workshop on Wednesday, August 27th which drew a crowd of 65 people.

The next Lake Wilderness Citizen Advisory Committee Meeting is scheduled for September 11, 2014.

Residential Subdivisions and Available Lots

Building Permits Issued

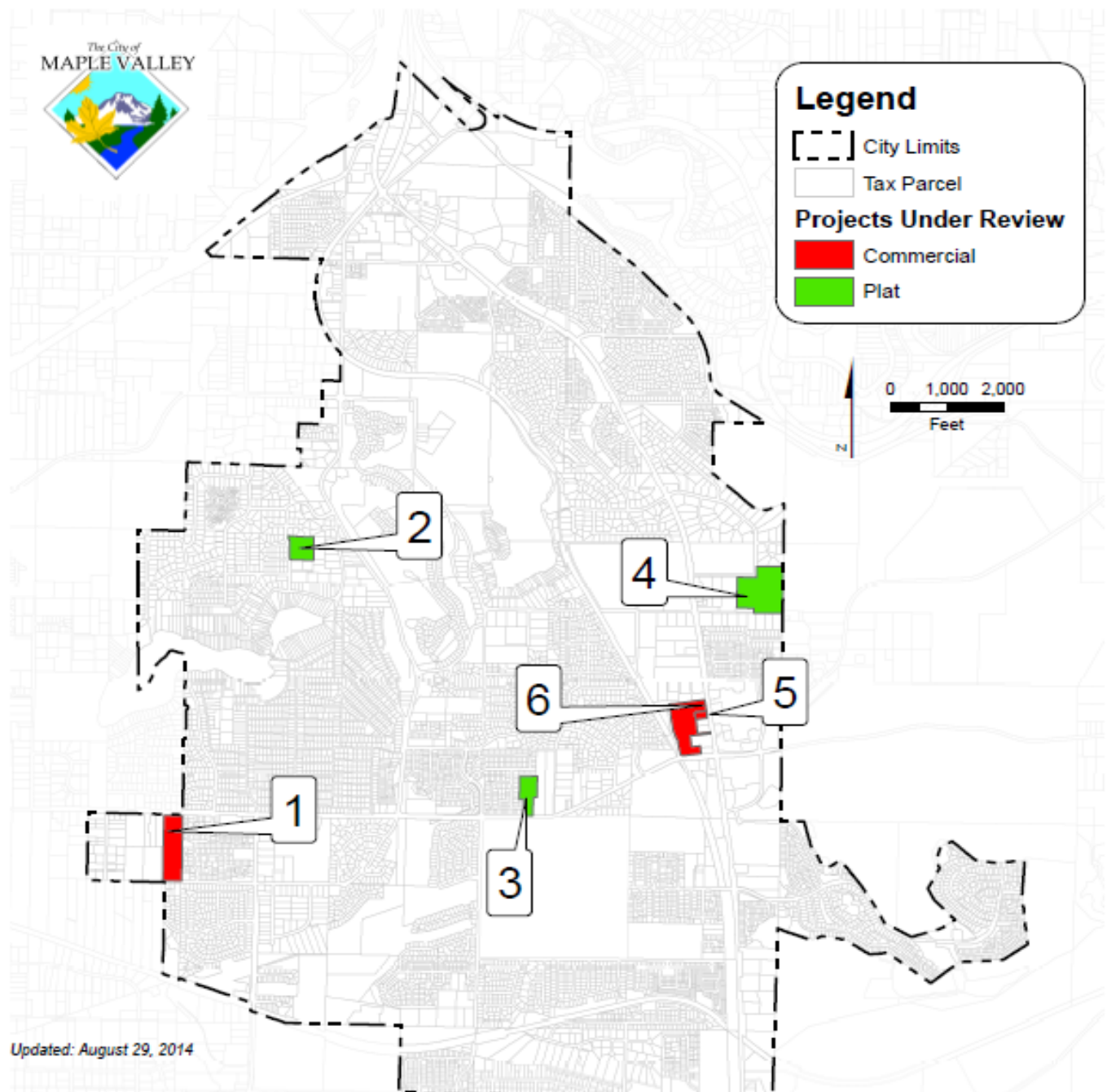
File Number	Plat Name	Preliminary Plat Approval Date	Pre-Plat Expiration Date	Potential Lots	Final Plat Approval Date	Approved Lots	Prior to 2013	2013	2014	Available Building Lots
CD0609-002	Sawyer's Crest	2/10/2005	N/A	50	5/14/2007	50	47	3	0	0
CD0811-001	Sawyer's Crest 2	1/25/2006	N/A	30	2/9/2009	30	26	4	0	0
CD0812-002	Sun Ridge at Elk Run 3	5/4/2006	N/A	75	3/23/2009	75	28	28	19	0
CD0806-004	Mountain View	5/31/2005	N/A	43	4/12/2010	43	39	4	0	0
CD1103-001	Rock Creek Meadows	8/15/2006	N/A	34	9/26/2011	34	16	18	0	0
CD1307-002	Reserve at Maple Valley	9/28/2005	N/A	60	11/13/2013	60	0	11	49	0
CD0406-013	Ridge at Lake Wilderness	6/30/2004	N/A	11	2/25/2005	11	6	1	2	2
CD1308-005	Arbors Div 1 Phase 1	7/18/2007	N/A	44	1/13/2014	44	0	1	41	2
CD1309-002	Jordan's Crossing	7/31/2007	N/A	15	3/24/2014	15	0	1	13	1
CD0602-005	Arbors Div 1 Phase 2	7/18/2007	7/18/2016	34	No					
CD1308-004	Yellow Rock Road	In review	N/A	6	No					
CD1308-001	Terrace at Maple Woods	5/5/2014	5/5/2021	35	No					
CD1403-006	Cedar Peak	in review	N/A	17	No					
CD0601-007	Mystic Meadows	9/1/2006	8/30/2015	25	No					
CD0601-010	Wilderness Hills 3	12/11/2007	12/8/2017	22	No					
CD0601-011	Wilderness Hills 4	9/11/2008	9/10/2015	16	No					
CD0702-001	South Fork	7/31/2007	7/28/2016	10	No					
CD0702-010	Malloy	10/5/2007	10/2/2016	44	No					
CD0711-002	Sun Ridge at Elk Run 4 D 2	9/19/2012	9/18/2019	6	No					
CD0804-004	Sun Ridge at Elk Run 4 D 1	6/12/2012	6/11/2019	59	No					
Total				636		362	162	71	124	5

Commercial Projects

Commercial Projects	Square Feet	Type	Status
UW Medical	10,100	New Construction	C of O Issued
AutoZone	7,147	New construction	Under Construction
Walgreen's	14,892	New Construction	C of O Issued
Hope Fellowship	7,942	Building Addition	Under Bldg. Review
Maple Valley Eye Care	4,767	New Construction	Under Construction
Four Corners Sq. Bldg. L	5,600	New construction	Under Design Review
Panera Bread Bakery Café	4,200	New Construction	Under Design Review
Total	54,648		

Pre-Application Conferences

2013	2014 1st Quarter	2014 2nd Quarter	2014 3rd Quarter	2014 YTD
13		5	6	11
7		5	3	8
10		6		6
30	0	16	9	25



Projects Under Review

No.	ProjectName	ProjectType	ProjectDescription	Lots/SqFt	ProjectStatus
1	Hope Fellowship	Commercial	CUP amendment	8,000 sqfts	Under review
2	Cedar Peak	Plat	Preliminary plat	17 lots	Under review
3	Mystic Meadows	Plat	Final plat	25 lots	Under review
4	Arbors at Rock Creek Phase 2	Plat	Final plat	34 lots	Under review
5	FCS Bldg L	Commercial	Retail	5,600	Under review
6	Panera Bakery Cafe	Commercial	Restaurant	4,200	Under review